

DDRS ADVISORY COUNCIL**8-4-10**

PRESENT: Chris St. Paul – IPMG Teresa Grossi – IIDC Richard Wheeler – Parent
Tracy Myszak, BDDS John Hill – DOE Angie Amos – OMPP
Shelly Thomas – BQIS

CHAIRPERSON: Julia Holloway
FACILITATOR: Nancy Zemaitis
RECORDER: Robin M. Stearns, Administrative Secretary – BQIS

ISSUE	DISCUSSION	ACTION
Introductions	Introductions were made for those who were not present at the previous meeting.	None.
Review of Previous Meeting Minutes	The minutes from the July 7 th Advisory Council meeting were distributed for review and comments.	Minutes from the 7-7-10 meeting were approved with revision.
Incident Management System Update	Shelly Thomas, contract liaison for BQIS presented basic information as to how the Incident Management System operates. The system is managed through a contract with Liberty Healthcare Services of Indiana. The incident reports are reviewed by various agencies including BQIS, state surveyors, case managers, service coordinators, etc. for appropriate action as required. The incident management system recently announced a system upgrade to Indiana's database for reportable incidents. The online Incident and Follow-up Reporting (IFUR) tool is used to file incident reports as required by DDRS and the Division of Aging for Medicaid waiver related services. Reportable incidents include but are not limited to allegations of abuse and/or neglect, financial exploitation, loss of utilities, elopement, criminal activities (staff or consumer), ER visits, unknown injuries or significant injuries. Approximately 3,500 incident reports are processed each month. An incident report can be filed by anyone, including family members. BQIS currently has a pilot project that involves having a Risk Management team review data to identify trends and determine if choking incidents were preventable based upon previously identified criteria.	The BQIS website has been recently revised to include these recent updates.

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Indicator Results for State VR Agencies	Information was distributed for review and discussion regarding Vocational Rehabilitation Services (VRS) performance standards and indicators. The comparison data is for the third quarter of fiscal year 09 as compared to the third quarter of 2010. FY year 09 indicated 708 individuals gained employment compared to 771 for 2010. On average VR serves 34,000 consumers each year. Due to the recent economy, data indicates more individuals are obtaining training, i.e. attending college.	Informational.
Department of Education (DOE)	Consumers who have received special education services are now sent a survey one (1) year after they have finished school to determine what they are doing i.e., continuing their education, working, etc.	Informational.
State VR Agency Performance on Standards and Indicators Reports	Nancy distributed instructions for calculating State VR Agency Performance on Standards and Indicators Reports: PD 07-01 for review and discussion. The state is looking at an increase in service costs from the previous year.	Agency staff are still working on an enhanced reporting system through the IRIS system
First Steps	The First Steps Indiana Statewide Profile Report (reporting period 4-1-09 thru 3-31-10) was distributed to council members. Nancy explained the frontend breakdown of state dollars versus federal dollars.	<p>A request was made to invite a First Step staff person to the next meeting to discuss the following concerns:</p> <ul style="list-style-type: none"> • Fee for service • Insurance being billed <p>*Nancy has confirmed Dawn Downer, First Steps, will speak at the council meeting on October 6th to address these concerns and answer any additional questions council members may have.</p>

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Monthly Management Report	<p>The June 1-30, 2010, DDRS Monthly Management Report was distributed for review and comments. This report is generated from the DART database and was reported on previously by Julia Holloway.. Discussion revealed the council had the following questions:</p> <ul style="list-style-type: none"> • What is “no” setting”? • Is the number of intakes all inclusive? • What is the status of the 200 individuals being moved from the previously identified state operated facilities? • What will happen to the funding for the licensed ICF-MR beds being moved from the SOF’s? 	<p>These concerns will be included on the agenda for the September 1st council meeting to be addressed by the appropriate staff person.</p> <p>*Tracy Myszak will address these concerns at the 9-1-10 meeting.</p>
Next Meeting	The next Advisory Council meeting is scheduled for Wednesday, September 1 st from 10am – 12 noon.	Informational.

***Indicates this action was taken after the conclusion of the meeting.**

Handouts:

- Advisory Council Meeting Minutes from August 4, 2010
- VRS Performance Standards and Indictors Report-July 2010
- Incident Management System Update
- Draft Enhanced Provider Compliance Review
- Instructions for Calculating State VR Agency Performance on Standards and Indicators Reports: PD 07-01
- June 2010 DDRS Monthly Management Report
- First Steps Indiana Statewide Profile Report (4-1-09 thru 3-31-10)